

Environmental Sustainability Committee Meeting

November 6, 2019, 7:00 – 9:00 p.m.

Historic Blenheim Center (3610 Old Lee Hwy)

Meeting Minutes

1. Call to order and welcome

Meeting called to order by Chair member Judy Fraser at 7:00 p.m. The committee welcomed Marian Carroll, who was appointed to the committee on October 15th. Attendance is listed below.

Type	Name	Attendance
Member	Mark Chandler	Absent
Member	Marian Carroll	Present
Member	Fiona Davies	Present
Member, Chair	Judy Fraser	Present
Member	Timothy Killian	Absent
Member	Bruce Knight	Present
Member	Michael Lee	Present
Member, Vice Chair	Alice Lippert	Present
Fairfax High School Liaison	Nina Ravel	Present
Member	Toby Sorensen	Present
Staff	Stefanie Kupka	Present

2. Consideration of the October 2, 2019 meeting minutes

Michael moved to adopt the minutes, which was seconded by Alice and carried unanimously.

3. Fall Festival recap and lessons learned

The ESC discussed lessons learned from the 2019 Fall Festival. For next year's ESC booth, they plan to look into getting additional supplies (e.g. name tag buttons, ESC branded shirts or hats, ESC branded table cloths).

4. October 17th ESC retreat recap and next steps

Bruce moved to adopt the minutes of the October 17th ESC retreat, which was seconded by Michael and carried unanimously.

5. Annual report planning

The ESC discussed switching from submitting an annual report for each calendar year to submitting a report every fiscal year (July – June) in 2020. The 2020 report would cover the time frame from Jan 2020 to June 2020.

For the 2019 annual report, the committee agreed to submit a short report which includes summaries of the subcommittee actions and the topics of each of the 2019 ESC meetings. The committee will have further discussions about what the new 2020 report structure will be.

6. Plan for the work session with the Mayor and City Council (December 3rd)

The ESC discussed the type of information they would like to present and discuss with the Mayor and City Council at the December 3rd work session meeting. Judy will prepare an outline for the ESC to review.

7. George Snyder Trail discussion

Judy provided an update on the George Snyder Trail project. The ESC discussed concerns about the environmental impacts from the proposed project.

8. Development review

- WaWa: The ESC plans to submit the ESC development review checklist to the Mayor and City Council.

9. Chairperson's items

- The following items will be added to the December meeting agenda: George Snyder trail discussion and administrative documents review.
- Judy attended the EPA's Green Streets, Green Jobs and Green Towns (G3) Program workshop. The G3 program provides support for communities in urbanized watersheds working to reduce stormwater runoff through the use of green infrastructure. Grants will be available through this program.

10. Committee and student representative items

- Toby: The School Board will be having a retreat this weekend. She recommended to Nina that the Green Club could conduct an inventory of the trees on Fairfax City High School property.

11. City staff items

- Stefanie informed the committee that the 2020 legislative program and the Draft CIP budget was presented to the City Council at the October 29th City Council meeting.

The City welcomes comments from the ESC on these items. Public meetings are scheduled in the spring (March through May).

- Stefanie is scheduled for two work sessions with the Mayor and City Council on December 3rd. She will be discussing the development of a new green building policy, and providing an update on the City's recycling and composting programs.
- The Tree City USA Recertification application is due December 31st, 2019. Stefanie will be reaching out to Public Works and Parks and Recreation staff to obtain the 2019 tree management data for the report.
- Stefanie presented revisions to the ESC's agenda template, resolution and general information document based on requests from the ESC retreat meetings. Bruce passed a motion to approve the documents as amended during the meeting, which was seconded by Michael and approved unanimously.
- Stefanie proposed changing the ESC's regular meeting date to the third Wednesday of the month and the meeting location to the Work Session Room (Room 111) in City Hall. The committee approved the new meeting date and location unanimously.

12. Public comments

None

13. Adjourn

Meeting adjourned at 9:00 p.m. Next regular ESC meeting is December 4, 2019 @ 7 p.m.

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